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TO : Director of Training
THRU : Chief, Operations School

DATE: 2 June 1959

FROM : Chief, Field Training

SUBJECT: Weekly Activities Report #21, Field Training, [REDACTED] 25X1A6b
Period 25 to 29 May 1959

25X1A9a 1. Monday and Tuesday of the reporting week were devoted to the visit of Mr. [REDACTED]. As Mr. [REDACTED] visit was commented on in a separate memorandum, no further word appears necessary. 25X1A9a

2. In other respects the reporting week was a rather quiet one, punctuated by the visits of such individuals as:

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Mr. [REDACTED] who came to discuss the forthcoming JCS Briefing which will begin here on 8 June.

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Mr. [REDACTED] was guest lecturer on the subject of ' [REDACTED] Operations' in SOC #4. 25X1A14a !

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Col. [REDACTED] Deputy Chief, Logistic Planning Staff, who lectured on the subject of [REDACTED] 25X1A14a !

In reference to guest lecturers, [REDACTED] 25X1A9a was able to cover a four-hour period in his ASMC #14 without the assistance of a normal guest lecture complement of three by slight changes in his schedule and handling of the material by his own staff. In working with him on these changes, I reminded John of your desire to cut down on guest lecturers wherever possible. John felt that in the future it will be possible for him to handle this area of instruction effectively without the assistance of lecturers from Headquarters.

3. ORT #6 ended on 29 May and from my close contact with several of the officers taking this course, I am convinced that they were highly satisfied with the manner in which it was run, the content of the course and the support given them.

As we are most anxious to work with CFA on the preparation of written lecture outlines and the

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actual content of each lecture, we look forward to any breaks in their schedule that will permit that Staff to concentrate on this vital area of teaching. It is my impression that CFA is most in need of some support to prepare its lesson plans, lectures, seminar guides, visual aids and the other tools necessary for effective teaching and continuity. I have assigned [REDACTED] to keep a close watch on the progress being made in this field and we hope to show some real results in the not too distant future.

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4. The reporting week was a quiet one for the OC with students [REDACTED] absent from classes for one day for the following reasons: Marriage license, brother's wedding and sick wife, respectively.

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In the OC, [REDACTED] had [REDACTED] go through the proposed rating sheets left here by Dr. [REDACTED] at the time of the JOT Conference. It is a rating system based on some eight questions for instructors who have worked with students in closely supervised situations. I ran through the exercise with Dr. [REDACTED] at the time of the JOT Conference, relating it to some eight young case officers known to me. I found that, whereas some of the reservations made by Mr. [REDACTED] also occurred to me, the rating process seemed to be a promisingly constructive preliminary exercise helpful to a ranking of each of those students handled by different instructors. Any such evaluating or rating system is bound to create doubts for it is very difficult, for example, to make a truly valid appraisal of how a man will fit into a small station as opposed to a large one based on the course here. The answer to this question would have to be based on an intimate knowledge of the students requiring more knowledge than that gathered from his daily work. Certainly it is in the OC that we should come closest to being able to answer such questions with some degree of assurance. At any rate, the following two paragraphs are quoted from Mr. [REDACTED] weekly report to me:

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"I held a meeting with [REDACTED] in which he went through the proposed rating sheets to be used in the OC in response to the request of Dr. [REDACTED]. Ray approached the items involved here with a desire to add or clarify in an effort to improve the form. However, as he tried to respond to the items himself he soon found himself asking so many questions as to the exact meaning of each that his

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enthusiasm waned. In brief, Ray felt that the questions were not meaningful enough, and the value not evident enough to enable him to see where the information was not better gotten from an analysis of the final Evaluation Reports themselves. Ray also felt that one would have to rush through this without getting too deeply into each item in order to avoid asking such detailed questions that it would be impossible to make the decisions, and he was not willing to have the instructors do what he felt would be a superficial job.

"I felt at this point a need to put Ray in contact with the A&E people who developed the form in order to better answer some of his questions. He agreed to meet with these individuals at Headquarters during the course break, if it appeared to be profitable. I feel, on the one hand, that I am letting A&E down by not having been able to sell this device. I feel, on the other hand, that he has raised some cogent points. I intend to talk with you and Headquarters A&E further on this."

25X1A9a I advised [REDACTED] to pursue this matter in a slightly different manner than he proposed in his last paragraph.
25X1A9a That is, that he work with [REDACTED] in order that the exercise be tried out with some three members of the OC Staff as a means of testing the exercise further and possibly improving the questions. We will do this before discussing this exercise further with the A&E Staff.

25X1A9a This exercise is not intended, in my mind, to be a substitute for the evaluating mechanism used in OC #7, but a preliminary step in the preparation of each instructor's narrative evaluation. In this respect I may be at odds with Dr. [REDACTED], who may have intended that this rating process be a separate, or independent, evaluation from that which was used in OC #7.

25X1A9a 5. Miss [REDACTED] visited Headquarters on Tuesday, 26 May, for reassignment interviews. She conferred with representatives from the [REDACTED] desks and is to return for further conversations on 2 June. 25X1A8a

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The Course Report for OFC #17 with my observations were forwarded during the reporting period.



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